



State of New Jersey

**Protocol for Private Buyer Titling Waiver of LEVII Certification**

Complete and Submit to:

New Jersey Department of Environmental Protection  
401 E. State St., 2<sup>nd</sup> Fl.,  
P.O. Box 027  
Trenton, NJ 08625-0027  
Tel: (609) 292 - 8241

**Or** Faxed to (609) 633-8236

**Or** via email at [NJLEVexemption@dep.state.nj.us](mailto:NJLEVexemption@dep.state.nj.us)



- A. A new car purchased in New Jersey or another state requires a **Manufacturer's Certificate of Origin (MCO)**. This document is the vehicle's birth certificate. The selling party should provide you with this document. A copy of the MCO must be supplied with the Waiver request.
- B. A Non Exempt Waiver requestor must be the private citizen who will be the party of record on the NJ vehicle title. Vehicle cannot have been delivered to a New Jersey Dealer for sale in New Jersey.
- C. Buyer to complete the N.J. Buyer's LEV Certification Waiver Application MVW-9(1-10). The form may be requested via mail with a self addressed stamped envelope from:

New Jersey Department of Environmental Protection  
Low Emission Vehicle Program  
401 E. State St., 2<sup>nd</sup> Fl.,  
P.O. Box 027  
Trenton, NJ 08625-0027

**Or** via email from: [NJLEVexemption@dep.state.nj.us](mailto:NJLEVexemption@dep.state.nj.us)

**Or** downloaded from: [www.nj.gov/dep/bmvim/](http://www.nj.gov/dep/bmvim/)

- D. The copies of the completed form and MCO along with any supporting documentation and reply/contact information may be transmitted electronically to: [NJLEVexemption@dep.state.nj.us](mailto:NJLEVexemption@dep.state.nj.us)

**Or** Faxed with cover sheet including Subject with reply/contact information to: (609) 633-8236

**Or** sent via mail with and reply/contact information and a self addressed stamped envelope to:

New Jersey Department of Environmental Protection  
Low Emission Vehicle Program  
401 E. State St., 2<sup>nd</sup> Fl.,  
P.O. Box 027  
Trenton, NJ 08625-0027

- E. There will be a lifetime limit of one Non-Exempt Waiver per Private Buyer.
- F. DEP will review application and send notification to buyer via mail/email/fax (please state preference with information provided). If no response received within 3 business days (10 business days if by ground mail), please send follow up email to:  
[NJLEVexemption@dep.state.nj.us](mailto:NJLEVexemption@dep.state.nj.us)
- G. Upon approval –  
Buyer will take approved exemption waiver form to Motor Vehicle Commission agency for titling. There will be a sixty-day window of eligibility to title vehicle. NJDEP will post eligible VINs online.